

**SITE ALARA COMMITTEE (SAC) and ALARA COORDINATOR  
COUNCIL (ACC) MEETING MINUTES -12/16/08**

The Site ALARA Committee and ALARA Coordinator Council met on December 16, in 766-H rm.1026, 1:15 - 3:00 p.m.

Attendees:

Lynn Anderson	Becky Chafin	Michael Gilles	Mike Negron	Chuck Reames
Cork Blackshire	Mike Croft	Tad Goodwin	Steve Okawa	Frank Simonetti
Sean Bohrer	Trent Edwards	Kathy Johns-Hughes	Ted Padezanin	Jim Stafford
Ken Boyle	Jon Fagan	Kela Johnson	Ellen Parrish	Bill Tadlock
Rick Burns	Mignon Ford	Duane McLane	Terry Pifer	James Wallace
Dennis Carr	John Gall	Jerry Marshall	Dave Potocik	Jim Wilson
				Wes Williams

The Quorum was met.

**1) Introduction:** Jim Stafford

Jim Stafford began the meeting by introducing Roger Eshelman, Executive Vice President (EVP) of M&O, as the SAC Chair. Each member then introduced themselves. It was established that there were sufficient voting members in attendance for a Quorum.

**2) 2009 ALARA Goals:** Facility Representatives

Each business unit and company presented their 2009 Radiation Exposure Goals. The base routine operations and special work that is already in the planning stages or forecasted to begin were discussed in detail. The SAC approved the addition of WSI as a separate Business Unit. The WSI goal is 2.0 rem. K-Area reduced their facility goal of 19 rem to 17.2 rem by removing the WSI estimate of 1.8 rem. SRNL reduced their goal by 0.5 rem for a total cumulative exposure goal of 10.312 rem. F/H Lab was challenged to reduce their goal by 0.5 rem since the High Activity Drain had been repaired. F/H Lab is expecting higher dose samples from MCU in HTF and also from FTF. Terry Pifer, F/H Lab Safety and Health Area Manager, will review the dose information with the LWO RPD managers to see if the dose can be reduced by the requested 0.5 rem. The results will be presented to RPD Manager, Jim Stafford, for his review and approval. The decision will then be transmitted to the SAC. The majority of the site ALARA goal was approved by unanimous vote with the agreement that Jim Stafford would review and approve the final F/H Lab estimated goal request.

**ACTION:** F/H Lab to discuss and review the estimated dose on samples from MCU and FTF with the LWO RPD managers and then present the information to Jim Stafford for approval of the estimated F/H Lab annual goal. Pifer/Stafford Due 12/31/08

A review of the estimated dose from samples to be analyzed in CLAB from MCU and FTF was performed. An increase from 745 to 1584 sample determinations from MCU with an average of 3 mrem received per sample and an additional increase in the sample base load from FTF with whole body dose rates of 100 mrem/hr is expected. CLAB requested that the goal of 6.60 rem not be reduced due to the number of samples and expected dose to be received. Jim Stafford concurred with Terry Pifer and the dose will remain at 6.60 rem. Completed 12/29/08

The Site estimated goal for 2009 is 126 rem. The SRS Administrative Control Level remains at 500 mrem and the DOE-SR Administrative Control Level remains at 150 mrem.

**3) 10/23/08 Meeting Minutes:** Ellen Parrish

The meeting minutes were covered from the 3rd Quarter SAC meeting held on 10/23/08. The ALARA Center was contacted by International Biomedical and they are still unable to locate a vendor to manufacture the larger size Tungsten glove molds. The ALARA Center will be working with Piercan USA, Inc. over the next several months to see if they have a shielding glove in a variety of sizes that would benefit the site.

Jim discussed the Back to Basics initiatives for radiological control. Thirteen of the fourteen improvement initiatives have been completed. LWO reviewed the M&O plan and developed a plan for their company. RPD's goal in January is to enter a sustained and improved state of operation. In January, all SAC and FRAT members, and ALARA Coordinators will be invited to an ALARA Feedback Forum to review where we are and how we are doing today with regards to ALARA.

**4) SAC Charter:** Ellen Parrish

The SAC Charter revision was approved by the SPPC on 12/4/08. One major change to the charter is the addition of the Change Control Board (CCB) which is responsible for reviewing and approving requests to increase or decrease a facility's estimated exposure goal. The Change Control Request Form, located on the ALARA Database, shall be completed by a facility representative and facility ALARA Coordinator, forwarded to the Site ALARA Coordinator, and then a meeting will be scheduled for presentation before the CCB. Contact your facility ALARA Coordinator for a copy of the form. In addition, a Letter of Assignment was sent out to each of the SAC voting members and their alternates to sign in order to document the review of SRS Management Policies Manual 1-01, 6.9 Site ALARA Committee charter requirements.

**5) Open Discussion:** All

SWM requested an ALARA assessment to be performed of their facility during the month of January. A request was made by Rick Burns to present future annual exposure goals in the same format that LWO presented their information to the SAC.

**ACTION:** Send the LWO format to the facility ALARA Coordinators for future use. Parrish Completed 12/17/08

**ACTION:** Perform an ALARA Self Assessment in SWM of the remote handling drums during 1QCY09. Parrish and Bates